



## School of Kinesiology Mentorship Program | Participant Expectations

The Kinesiology Mentorship Program assists undergraduate students in becoming career ready graduates by connecting with alumni to share experiences, develop of professional skills and expand their network. The program also provides meaningful opportunities for alumni to further develop their professional skills, expand their network and remain connected with the School of Kinesiology community and UBC.

The program runs from October to March annually, and incorporates face-to-face mentoring, monthly check-ins, networking events, and the completion of career development activities.

To ensure that all participants are getting the most of the experience, we expect participants to commit to a shared set of expectations which have been outlined below.

### Student Mentees

- Participate in the program from October to March (approx. 3-4 hours per/month)
- Sign the Mentorship Code of Conduct Agreement and return to the Mentorship Program Coordinator before beginning the program (with your mentor's signature as well)
- Attend all required program events (Mentee Orientation, Kick-Off, Wrap Up Event)
- Build a supportive, inclusive and respectful relationship built on trust and confidentiality
- Take the lead on setting up meetings with your mentor and come prepared for meetings with questions and topics to discuss
- Work with your mentor to develop strategies and work towards setting and achieving goals
- Meet with mentor at least once per month (online/in person), in addition to the program events
- Maintain one point of contact per month with mentor (phone, email, skype, etc.)
- Seek out opportunities to learn from your mentor
- Complete the three Program Professional Development Activities: (1) Learning Objectives (2) Mid-Way Reflection (3) Informational Interview and submit to Canvas via the due date
- Communicate any problems, questions or concerns to Program Coordinator so that they may be resolved quickly.
- Complete an online program experience survey (April)
- Write and send a thank you letter to your mentor at the conclusion of the program

### Alumni Mentors

- Participate in the program from October to March (approx. 2-3 hrs/month)
- Sign the Mentorship Code of Conduct Agreement and return to the Mentorship Program Coordinator before beginning the program (with your mentee signature as well)
- Attend all program events where possible (Mentor Orientation, Kick-Off, Wrap Up Event)
- Build a supportive, inclusive and respectful relationship built on trust and confidentiality
- Share life and career experiences with student mentees.
- Encourage mentees to ask questions in support of their program goals and expectations and explore different aspects of career development.
- Maintain communication with mentee via their preferred method
- Meet with mentee at least once a term and maintain communication via preferred method at least once a month.
- Communicate any problems, questions or concerns to Program Coordinator so that they may be resolved quickly.
- Complete an online program experience survey (April) to share feedback that will contribute to both the ongoing development of the Mentorship Program on campus and across Canada.